

**ARGONNE SITE OFFICE
CRADA REVIEW CHECKLIST**

Date

- | | _____
CRADA Participant | CRADA No. |
|----|--|--|
| 1. | Data Base Entry
When received _____ | Data Base Entry when
approved/disapproved _____ |
| 2. | JWS/CRADA form _____ (2 cys)

1 copy to master file
1 copy to CRADA file | |
| 3. | Is CRADA on standard format? Yes _____ No _____
Send cover letter & CRADA to IPL for review, only if on non-standard format

Are there any special circumstances that may require GL review? | |
| 4. | HQ approval required? _____ Yes _____ No

- If SC LTR, HQ approval not required. HQ program approval should be sought if there are any special circumstances to be brought to their attention. i.e. large dollar amount, foreign involvement, change to U.S. Competitiveness clause | |
| 5. | Conflict of Interest Certification | |
| 6. | NEPA Requirements met

a. If Appendix A, Office Activities, ANL will state by memo, or attach EST-EE-01 form.

b. If Indoor Bench-Scale Research/Conventional Lab Operations, Categorical Exclusion, ANL should so state, and attach ANL NEPA Compliance Officer determination memo, or EST-EE-01 form.

c. If Appendix B activities (i.e., other than a. or b. above) ANL should so state, and attach Form 560. Check with ARG NEPA Coordinator to ensure that action has been approved by the cognizant authority. | |
| 7. | Legal review
IPL comments received , if required _____
Resolution of legal comments _____ | |

8. U. S. Competitiveness requirements met

If standard article will be accepted, letter from participant so stating should have been received with the JWS.

Review Article XXII:

Is the article consistent with what was agreed to when the JWS was approved? _____ Yes _____ No

10. Pricing

If no funds in, no additional information required beyond Article III, "Funding and Costs."

If funds in, request for Exception to Full Cost Recovery Form (in duplicate) must be attached _____. See guidance memo, M. Telson to Distribution dated 10/29/98

Form is to be signed by TT program manager. One copy is to be filed in CRADA file, and one copy held for quarterly waiver report.

11. ANL budget attached _____

12. Appendix A - Statement of Work _____

a) Is the attached SOW the same as approved in the JWS?
_____ Yes _____ No

b) If changes to the SOW were required based on ARG review of the JWS, have they been made?
_____ Yes _____ No

c) The SOW must state what property, if any will be purchased and/or fabricated under the CRADA, and by whom. (See Article IV, Personal Property)

13. Is the work classified or involve special nuclear materials? yes or no _____

- If yes, FOCI clearance is required before the CRADA is signed.